

**Meeting Minutes**  
**Trust Performance and Standards Committee**  
**Wednesday 10 May 2017, 16:30**  
**Boardroom, St James School**

**Attendees:**

Debra Myhill - Chair (DM)  
 Moira Marder (MM)  
 Saxon Spence (SS)  
 Jon Lunn (JL)

Alison Layton-Hill – Clerk (ALH)

**Minutes**

Item Ref	Business	Action
1	<b>Welcome</b> DM welcomed all present.	
2	<b>Attendance</b> There were no apologies.	
3	<b>Declarations of Interest</b> None	
4	<b>Minutes of Previous meetings</b> The minutes of the meeting held on 15 March 2017 were approved.  MM advised that there will be regular meetings for SENCOs across the trust.	
5	<b>Matters Arising</b> None	
<b>Monitoring</b>		
6	<b>Minutes from LGB meetings</b> There were no minutes from the LGBs available for circulation. ALH to email them to trustees.	<b>ALH</b>
7	<b>MAT Data Dashboard</b> SS requested that a colour copy of the Dashboard is provided for her for future meetings.  JL presented the dashboard data. He advised that the DfE had released a key document which allows better data modelling, and subsequently more of the trust data was now green. Data for Exwick Heights will be reported on at the end of the term. Isca and St James Progress8 data shows all elements as strengths. West Exe show all elements as weaknesses. There continues to be a disadvantaged/non-disadvantage gap and gender gap in all schools.  JL advised that the data now gives a clear view of the summer predictions.	<b>JL</b>

	<p>CEC primary appears to be strong from the data. However, Challenge Partners expressed some concern, having taken into account viewing books and lesson observations. It was acknowledged that there could be a discrepancy. Exwick Heights will be a valuable source of the moderation. MM advised that there is a complete change in staff for September and accepted that the Primary needs focus.</p> <p>Isca and St James are showing considerable strengths and are in line with last year's performance. There is identified progress within science and humanities and progress for SEN and disadvantaged pupils. MM stated that she had some concerns about high ability pupils at Isca and St James in terms of them not being sufficient stretched. SS questioned whether more stimulus could be provided. JL explained the possibility of a 'Secondary' Reach Academy to focus on a small number of very high ability pupils.</p> <p>MM advised that there is work to be done in KS3 and Primary to ensure effective foundations are put in place early. DM suggested the problems are with current teacher assessment at KS2, children appear to be at a higher level, although there is a lack of independent writing ability. Concern was expressed about formulaic learning leading to a lack of motivation.</p>	
8	<p><b>Disadvantaged – data</b></p> <p>There appears to be a challenge when moving through the phases where pupils who have achieved well at KS2 have then deteriorated at secondary school. MM confirmed that addressing this is a high priority this academic year.</p> <p>SEN/EHCP is high at West Exe and it was felt that some pupils are inappropriately on the SEN register.</p> <p>MM advised that disadvantaged pupils will be prioritised in the next academic year and there will be cross MAT reviews. MM felt that Isca are very aware of these groups, have personalised intervention plans in place and are proactive at putting in good strategies lower down the school.</p> <p>West Exe need to aspire to moving out of the red zone and into the white while Isca and St James must consider what is going well and how the white zones can become green. DM questioned why there is no third year data for West Exe. JL advised that this is not currently predicted but it will be in the next academic year.</p> <p>Trustees acknowledged how helpful the data is to them and to staff, it is still evolving but is very much improved.</p>	
9	<p><b>Isca Challenge Partners</b></p> <p>Following the Challenge Partners review Isca was good in all areas. MM advised that she was delighted with the positive feedback and pleased that the review also gave a real focus on what still needs to be worked on. It was acknowledged that the school still needs a structure and the consistency must be challenged. Staff and leadership have embraced the areas for improvement and are seeing the benefits of being part of the Trust.</p> <p>DM stated that the result will reinforce for staff that they are on a trajectory of improvement. MM encouraged DM to visit Isca.</p>	

10	<p><b>CEC Challenge Partners</b></p> <p>The Challenge Partners had previously not inspected any schools like CEC nationally. MM explained that as it is one school it will only be as good as the lowest grade of the three phases. Early Years was considered very impressive and Secondary is strong and doing well. Primary remains and concern, which resulted in the school being considered RI overall, and will have to be the priority moving forward.</p> <p>MM gave a summary of the issues: Simplify data; marking variable; too much passive learning in primary; curriculum plans need to be more explicit, expectations for writing need to be consistent; teaching and learning needs to be consistently good and students' targets need to be more forensic. Challenge Partners will return in November/December, hopefully before Ofsted. SS felt that pupil premium funding is being used creatively and the support for pupil premium pupils is first class. DM suggested that as Early Years is strong, there is good potential coming through the school.</p>	
11	<p><b>CPD</b></p> <p>DM asked what the plan for CPD is across the MAT, how is it being aligned to the improvement plan and how is the impact measured.</p> <p>MM advised that the trust has a lead for teaching and learning in all schools. MM is putting together a trust wide CPD programme. Isca is leading teach meets to share innovative and creative ideas. MM held a leadership strategy meeting to set priorities and how those would feed into the CPD plan. There is a challenge with staff being at different stages and therefore need personalised CPD. DM advised that CPD must be focussed, measured and targeted. It must be a driver for change and for staff to feel valued.</p>	
12	<p><b>Pupil Premium</b></p> <p>MM confirmed that she intends to undertake proper pupil premium reviews in all trust schools to give Heads a clear indication of where the issues are. Those reports would be fed back to SS. DM stated that it is essential for pupil premium resource to have an impact and reminded all that it is the main value of the trust.</p>	MM
13	<p><b>Safeguarding</b></p> <p>DM asked if there are any safeguarding issues. SS asked specifically about IT bullying issues. MM advised that there had been in the past but SLF had worked hard to develop robust policies and to deal with those issues. SS asked if the Trust communicates with parents about IT and social media safety. JL confirmed that parent awareness sessions had been given at CEC and St James but attendance had been fairly low. MM acknowledged that the Trust cannot be complacent.</p> <p>MM also confirmed that Prevent and racial incidents were very low and that a lot of work has been done on multi culturalism.</p>	
<b>Items for Approval</b>		
	None	

**Any Other Business & Next Meeting Date**

SS advised that a complaint had been received via a newly elected councillor about lack of support for girls' team sports. MM advised that the councillor should approach the school direct.

Two Performance and Standards Committee dates were altered to align with data drops. 17 January 2018 and 18 April 2018.

The date of the next meeting is 11 October 2017, 4.30pm at St James school

Signed by the Committee Chair:



Date: 11 October 2017